



Southern Grampians Shire Council

Assessment of a redevelopment option for a New Hamilton Gallery, 2021

To be considered in conjunction with
Brown Street Arts & Culture Precinct Concept Plan, 2011

Project Brief

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New Hamilton Gallery (NHG) Project

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1. Introduction

Southern Grampians Shire Council, as part of the New Hamilton Gallery (NHG) project, is seeking quotes from suitably qualified and experienced architects to develop a concept design report for the redevelopment of the Council owned Brown Street arts precinct.

This piece of work will complement the earlier bodies of work undertaken in 2019 for a standalone iconic building at Lake Hamilton proposal (Option 1) and in 2021 for a similar CBD proposal (Option 2). Both studies resulted in master planning, indicative designs, and a business case for a NHG.

Through this Request for Quotation (RFQ), Southern Grampians Shire Council (SGSC) is seeking to engage a lead architect to deliver a redevelopment option for the existing Gallery site (Option 3). As the current Gallery is part of a precinct, this body of work will also include the consideration of other Council services as defined in the parameters, namely the Performing Arts Centre, Library, and customer service functions of Council.

The consultants will be expected to demonstrate experience in the successful delivery of similar projects and a comprehensive understanding of gallery and museum design.

2. Background

2.1 History

Hamilton Gallery is situated in Hamilton, South Western Victoria, the largest town in the Southern Grampians region. The Gallery opened in the current premises in 1961 following a bequest in 1957 from local graziers Herbert and May Shaw, of 781 objects and building funds, being '£6,000 and part of his collection [gifted] to the people of Hamilton to found an art gallery, preferably in the Botanic Gardens.' The resulting collection now numbers over 9,000 objects spread across six gallery spaces and 'constitutes the largest single asset that the Shire owns' (citing 'Illuminate SGSC Arts and Culture Discussion Paper' 2013, p.25.).

The last significant redevelopment of the Gallery occurred in 1973 with establishment of the first-floor galleries. As a public facility, the building is outdated in its presentation, and falling behind the built environment and presentation standards of major regional galleries. The quality of free museums and galleries in both Melbourne and regional areas means that customers of the Gallery have elevated expectations of their visitor experience.

2.2 Lake Site (Option 1)

To address the above, a project brief for a scoping study & masterplan for a New Hamilton Gallery and dedicated building fund establishment was resolved by Council in February 2017. The tender to complete this work was awarded to Denton Corker Marshall Pty Ltd in April 2018 and site analysis of several potential locations for the new gallery were undertaken. From the initial sites, two were presented for further planning and costings, being the southern end of Lake Hamilton, and CBD Civic site.

Following further site analysis, primitive designs, costings and community consultation, Council resolved to progress the future planning and detailed site assessment for the southern end of Lake Hamilton in December 2018 (Option 1). The business case for a new Hamilton Gallery at Lake Hamilton was completed and presented to Council in September 2019.

2.3 CBD Site (Option 2)

As a response to community and stakeholder interest, Council resolved to undertake an assessment of a CBD location for the project in August 2020, utilising the original brief for the Lake site, with additional CBD parameters included. The outcome of this work was a detailed design report and updated preliminary business case (Option 2). The investigation also included options for potential urban renewal, namely a civic square, to be considered in staging options for the project. This was presented to Council in July 2021.

2.4 Current situation - Redevelopment (Option 3)

The above-mentioned bodies of work (both master planning and business case documentation) remain invaluable to the NHG project. These were both developed as a direct response to the original brief - 'A standalone world-class facility to drive cultural tourism.'

Ongoing discussion regarding the project continues and Council are yet to endorse a preferred option for the future of the Gallery. Furthermore, the adoption of the *CBD Revitalisation Masterplan 2020* and establishment of a skills-based Board for Hamilton Gallery, both in May 2020, have provided further discussion over the project and its outcomes.

In response, it has been identified that in-depth investigation of all presented opportunities for the project be explored and considered, including that of the Gallery remaining in its current location. Exploring a redevelopment option based upon the principals of previous investigations, most specifically the *Arts and Culture Precinct Development Plan 2011*, should be undertaken prior to the presentation of project options to the wider community and funding parties.

3. Context and Parameters

3.1 Project Context

The aim of this assessment is to provide Council with comparative assessment and documentation regarding the NHG project for the purpose of informed decision making and discussion. This work will be in the form of concept designs and relevant costing estimates of a redevelopment option for a new Hamilton Gallery. This work will significantly contribute to the planning and direction of the project.

The work acknowledges two previously endorsed documents focused on urban renewal, namely, the Hamilton CBD Activation Masterplan (adopted mid 2020) and the Brown Street Arts and Cultural Precinct Concept Plan (2011).

It will investigate the option of a new cultural facility / precinct, specifically addressing the Hamilton Gallery's restraints in its current location. The project includes redevelopment of the existing services, but includes retention of the existing HPAC (Hamilton Performing Arts Centre) town hall auditorium, as an important project element. The new building will be inviting to both locals and visitors to the region.

Hamilton Gallery currently holds a collection of over 9,000 objects, and it is expected that the collection will be central to the new facility including considerations to the storage of such items.

The architect will be required to provide a seamless design for the new facility and consider the operations of the services which may influence the design approach or outcome.

3.2 Design Principals and Parameters

The work is to be completed with consideration taken from the principles of the existing *Brown Street Arts and Cultural Precinct Plan, 2011*.

The following key assumptions have been used in the development of the project parameters.

- The precinct area under investigation is limited to Council owned land and excludes all private business/land.
- The additional services to be included as part of the precinct investigation (in addition to the gallery) include Council customer service, library, and Performing Arts Centre (HPAC).
- Council staff offices and Cinema are to be excluded.
- It is acknowledged that HPAC will be impacted by redevelopment however the old town hall (i.e., auditorium) and loading dock is excluded.

- All displaced services are to be considered for relocation to appropriate alternate locations. Architect to determine footprint required only. Potential relocation location is not required.
- All design, building services, storage and display needs for the Gallery building (as per existing brief requirements detailed in Options 1 and 2) to be included in the scope of works (e.g., climate control, storage, conditions, loading dock).

3.2.1 Site

The site for the development is the Southern Grampians civic precinct located on Brown Street. The site design will need to retain vehicular access to both the gallery and HPAC loading docks as well as relevant vehicle access for the library services (if deemed to remain). Building access and loading bays will need to be designed, and be sufficiently flexible, to accommodate a full range of exhibitions / performances.

The new facility is to be integrated into the area with improved amenity to the physical surrounds. This is to include appropriate landscaping and interpretive materials fitting of an arts precinct (e.g., wayfinding).

Key considerations:

- Boundary of defined site to be explored (pictured).
- All Private business / land surrounding site to be excluded.
- Performing Arts Centre auditorium remains in current location.

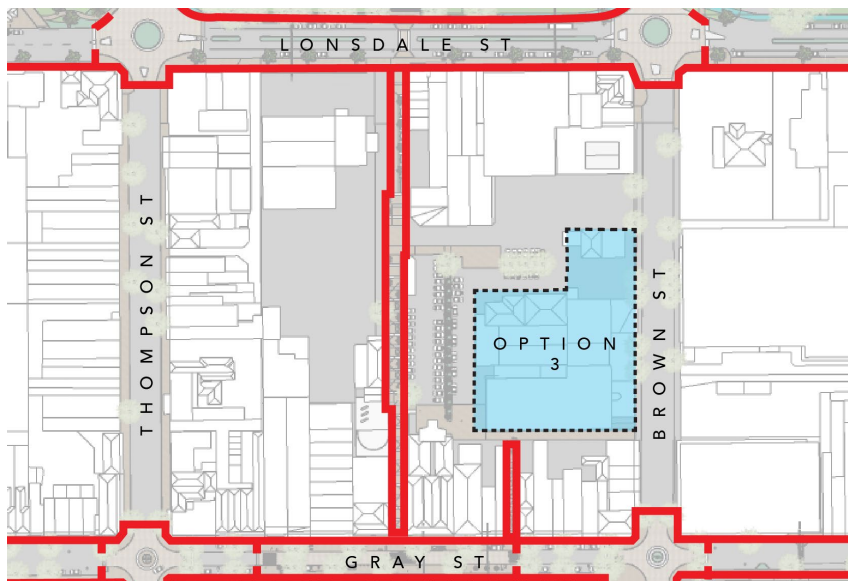


Figure 1 – Location parameters for exploration

3.2.2 Design Principles

The facility is to be a visually prominent and high amenity building. The precinct needs to be flexible in how it can be utilised as a cultural hub. It will provide a range of aligned community uses including gallery, customer service, library and HPAC. The overall design will deliver a facility that meets the longer term needs of the community and achieves the best long-term value for money.

Suitable entry/exit points from the street and orientation of building will need to be considered including the evaluation of traffic flow, car-parking and pedestrian access as detailed in the CBD Masterplan (e.g., activation of laneways).

The gallery will be required to reflect international museum standards for display as well as contemporary design principals. Gallery spaces that are particularly responsive to the needs of a collection (e.g., decorative arts) should define the building. For example, well illuminated glass art and glassware. Other industry specific requirement for services (library / HPAC) to be considered.

Key considerations:

- Orientation and access of building designs to be in consideration of the *Hamilton CBD Activation Master Plan, 2020* and *Brown Street Arts & Cultural Precinct Concept Plan, 2011*
- The potential for further development to nearby private land considered (e.g., staging options)

3.2.3 Building Elements

The appropriate footprint of the gallery and square metres of exhibition spaces should be relative to other gallery building options already developed (i.e., Options 1 and 2). This will require approximately 1,220sqm of dedicated display space to be provided for the gallery with both deep and accessible storage requiring 795sqm and 500sqm each.

If the library is to remain, an increased footprint of the whole building is required. Appropriate footprint to be determined.

Key considerations:

- The work will encompass the same represented figures in the existing business case of dedicated floor area (1220sqm).
- Storage to include accessible options as well as deep storage facilities.
- Potential for utilisation of space vacated from municipal offices and Cinema for library / Gallery extension. Layouts to be explored.

3.2.4 Utilities and External Spaces

Potential for integrated reception / customer service to be considered, providing a welcoming space to the building with provision for Council related customer service, ticket sales, general tourist information, and potentially a small retail area (i.e., existing gallery shop). Opportunities for other integrated back of house services also to be considered where deemed possible.

The essential design of the building and the nature of the fit-out materials will need to be carried through the various utility spaces to ensure a uniformity of design purpose. Appropriate service areas will be required, (e.g. public and staff amenities, staffroom, expanded space for staff offices).

Landscaping of distinctive character that ties together the precinct to provide an attractive setting for the building/s and/or outdoor events. Future urban renewal to be considered to achieve consistency with the *Hamilton CBD Activation Master Plan, 2020*.

Key Considerations:

- Integrated customer service delivery to be considered.
- External areas and landscaping considered.

3.2.5 Sustainable Design and Building Services

Generous storage facilities that allow safe passage for staff and public / observation by special interest groups in appropriate areas required. These facilities will also require purpose built shelving and other housing structures

The exhibition space environment, for the permanent and touring exhibitions, will need to be designed to the relevant Australian Standards and guidelines for lighting, temperature, and humidity control.

The building should utilise materials, layout and services that minimise draw on air conditioning systems. Contemporary low energy systems that require minimal maintenance are required. Lighting systems shall be low energy LED or other contemporary technologies that have minimal power draw and maintenance.

A blend of fixed and multi-purpose exhibition spaces, all with state-of-the-art lighting and climate control.

Wet-area and workshop spaces for active participation in visual arts by schools and the general public.

Key Considerations:

- Museum standard security and environmental controls.
- Appropriate collection storage facilities essential

4. Scope of Services

The project is to establish the concept designs and appropriate costings for Option 3 of the project to enable Council to consolidate with previous completed works in the project to apply for Government funding.

STAGE 1 | SITE ASSESSMENT

1. Assessment of existing documentation regarding the project.
2. Design assessment of site in relation to the 2011 *Brown Street Arts and Cultural Precinct Concept Plan*, prepared by David Locke and Associates and the more recent *Hamilton CBD Activation Masterplan*, 2020 prepared by Jensen Plus.
3. Appropriate footprint analysis including potential expansion for services including library, HPAC and customer service, as well as likely displaced services of Council staff office accommodation and Cinema.

STAGE 2 | INDICATIVE DESIGN & COST PLAN

1. Development of schematic designs in relation to findings from the site assessment and footprint analysis of services.
2. Confirmation of scale and functional elements of all retained services.
3. Identification of footprint requirements (and location?) for all displaced services.
4. Coordinate the inputs and outputs to architect appointed quantity surveyor to undertake schematic and design development cost estimating.
5. Present 80% draft concept, including a Progress Report to a Councillor workshop for review.

STAGE 3 | DESIGN REPORT DELIVERY

1. Delivery of high-level cost plan by quantity surveyor.
2. Delivery of complete work including appropriate presentation to Executive and Council

The above scope excludes any formal engagement process with community and stakeholders. This will be undertaken as a separate body of work regarding the project.

5. Project Outputs

The primary output will be the final design report of a redevelopment option for a New Hamilton Gallery (Option 3), including indicative concept design report and high-level cost estimate.

The consultant will deliver the following outputs in the agreed timeframe and within budget:

- Draft designs submitted for review and feedback, supported by relevant documentation.
- Detailed cost plan from licenced quantity surveyor.
- Final designs presented in accordance with the agreed methodology including presentations to Executive and Council Briefings.

6. Consultant Roles and Responsibilities

Consultant will nominate a representative who will be responsible for:

- Delivery of the project outcomes in accordance with the project brief.
- Liaison with and reporting at predetermined points / stages of the project to the Project Manager.
- Reporting to the Project Manager.
- Presentation of the Draft design, indicative design, and cost plan to:
 - Presentation to Executive management.
 - Formal presentation to Councillor Briefing.
- Providing written materials in accordance with the agreed methodology and the contract.
- Provide Council with possession and ownership of all intellectual property, including collected data, relevant information and any other material arising from this project

7. Resources and References

All relevant Council policies, strategies, plans and reports will be made available to the consultant.

Relevant resources include:

- Project Brief - Scoping Study and Masterplan for a new Hamilton Gallery, 2017
- Business Case – Lake Hamilton site, 2019
- Business Case – CBD, 2021
- Design report of NHG Lake Hamilton masterplan, 2019
- Design report of NHG CBD masterplan, 2021
- Brown Street Arts & Cultural Precinct Concept Plan, 2011
- Hamilton CBD Activation Masterplan, 2020

Relevant additional resources include:

- Council Plan, 2021-2025
- Arts & Culture Strategic Plan, 2014
- Illuminate Arts & Culture Discussion Paper, 2014

8. Project Budget

An upper limit budget for the project is \$40,000 excl GST and the consultant proposal must include costing of all tasks required including:

- Provision of all personnel and associated costs, all travel and accommodation expenses, disbursements, and project deliverables.
- Insurance and WorkCover payments.
- Provision of consumables, administrative services, and supplies.

Payments will be made progressively at the satisfactory completion of key project milestones and deliverables as agreed with the consultant.

9. Timeframes

The project indicative timeframes are provided in the following table.

Item	Details	Completion
1	Architect Services Brief	
	RFQ Brief Advertised	September 2021
	RFQ Awarded	October 2021
2	Services – Concept and Design Development	
2.1	Site Assessment and project review	December 2021
2.2	Gallery Indicative Design (80% draft report complete)	March 2022
2.3	Cost Plan and Draft Design Report submission to Council	April 2022

Project is to be completed by no later than 30 April 2022.